

# TOUCHDOWN CLUB MEETING MINUTES

July 10, 2023

6:00PM

BHS RM A24

1. Welcome
  - a. Present:
    - Paul Szczepanski-President
    - Brad Westrum-Treasurer
    - Jackie Szczepanski-Secretary
    - Number of non-board members in attendance = 2
  - b. Absent
    - Vicki Classen-Vice President
    - Vince Varpness-Head Football Coach
2. Coaches Report - We sent coach Varp the questions we had. His response to our questions are in the items below.
3. Treasurer Report
  - a. Recent purchases
    - \$19.00 for keys
  - b. Touchdown Club Fee update
    - No new payments
4. President Agenda
  - a. Dan Patch Days
    - We had 8 players come to help set up for the Dan Patch people.
    - Check for \$500 should be arriving in the next month for the kids helping.
  - b. Opportunity to host an MYAS tournament at BHS
    - We have an opportunity to host an MYAS basketball tournament. The host is responsible for reserving the facility and rental costs (if applicable), securing the volunteers for the concessions and admissions. The host is not required to provide a volunteer to run the clock or scorer for the games. The host is required to hire an athletic trainer for the event and pay 100% of the cost. **For Rec Tournaments** the host retains all the revenue from the concessions and admissions fees. **For Winter Tournament Series games**, the host retains all the revenue from the concession. The MYAS pays the host for the admissions \$150.00 per team. Therefore, there will be no admission fees at the door for any spectators during the Winter Series Tournaments.
    - The MYAS will pay for the tournament awards and the officials to referee the games. The MYAS is responsible for the recruitment of teams, tournament schedules and all the other administrative aspects for the event. The MYAS will provide all the tournament supplies including score sheets, rules, pens, pencils, schedules and bracket blow ups for the tournaments. The MYAS will also hire and pay for a Tournament Director to be onsite to handle the administrative responsibilities of the event. The MYAS no longer pays half the trainer fees for the tournament.
    - Jackie has already looked at the gym schedule and the gyms are available on the following dates: Dates available are December 2, Feb 10, 17, 19. We decided to put in a request to go with Feb 17, 10 and December 2 and see if we get chosen.
  - c. Touchdown Club Bylaws
    - Brad brought the bylaws with him to the meeting. Jackie will scan them and upload them to the TDC gmail account and place on the football website if needed.

- d. Review and approve the list of volunteer committees needed and the job descriptions for each ([see attached document](#)).
- We reviewed the committees and reworded some sections a little clearer. Descriptions were approved. Jackie will send out an email to the team email list and see if anyone would be interested in volunteering for a role. We will also present the list at the Fall kick off meeting on July 31.
  - Game Program
    - Tesa will contact Total Office Products for a quote on the game day program
    - Jackie is waiting to hear back from Dakota Printing about the cost of doing a program.
- e. Concessions
- We have a scanner for people to pay by credit card. We will implement that system in the fall and continue to take cash.
  - We have been told that the district is going to put a new lock on the door to the concession stand.
  - We will set a date to clean the stand and get it ready for the season. We are hoping to do it when the teams start practice in August. We will assess any maintenance issues at that time and let the AD know what needs to be repaired.
  - Brad is working on the Food License. It will cost the TDC \$95 for the year. With the food license we will be able to run concessions for up to 10 dates per year. Jackie will send Brad all the dates we will need the concessions, including regular season and play off games as well as potential MYAS tournament dates.
  - We will also need to clean the grill and turkey fryer.
- b. Watermelon Bowl/Tailgate
- Vicki was to contact Rack Shack and she has not heard back from them yet. She stopped in there last week and will need to contact them again. She will let us know as soon as she hears something. We will put out a request for help at the Fall meeting for more help with the organizing on July 31.
- c. A parent emailed the TDC and offered to provide food for a fundraiser. Paul emailed her back and we have not received a response yet.
- d. Update on the parent t-shirts
- Paul has been in contact with the shirt place and they are in the process of setting up an online store for us.
  - Paul was also able to pick up the TDC gear for those that placed their order back in April/May.
- e. Do we have an update on Chick-Fil-A?
- They said we could do any of those options they gave us this spring. We need to decide what we want to do before the next meeting.
- f. Update on the Blaze card and businesses
- Blitz night will be on **August 24 from 4:00-8:00pm**.
  - The Blitz card representative will stop by wed/thursday to drop the cards off the week before.
  - We will need parent volunteers to help drive students to the neighborhoods to sell.
  - The Blitz card representative will want to come to practice and give his speech to the players.
  - Students can earn a sweatshirt or backpack for selling a certain amount of cards. (The company will pay half and TDC pays the other half)
  - Players can also sell the cards online. The company will keep all online payments for cards and it reduces what we owe him in the end.
    - Last year we raised \$13,000.

- The company has paired up with the same group that did the Happening books. Because of this pairing buyers of the card will now have access to many Twin City locations with Buy 1/Get 1 offers.
- g. Other Info
  - Paul went to Minuteman Press to inquire about banners for sponsors. It will cost the TDC \$4 for every square foot of banner. There are banners in the trailer that we can use from previous years to see the sizes we can offer sponsors.
- h. Next Meeting is August 14 @ 6pm